

**CITY OF LONG BEACH
DEPARTMENT OF PARKS, RECREATION AND MARINE
PARKS AND RECREATION COMMISSION MINUTES
MARCH 19, 2009**

I. CALL TO ORDER

The Parks and Recreation Commission meeting was called to order by Drew Satariano, President, at 9:08 a.m., at the El Dorado Park West Community Center, in the Senior Center Library. Phil Hester, Director of Parks, Recreation and Marine, took roll call and confirmed a quorum.

Present: Drew Satariano, President
Brett Waterfield, Vice President
Simon George
Albert Guerra
Harry Saltzgaver
Sarah Sangmeister

Absent: None

Staff: Phil Hester, Director of Parks, Recreation and Marine
Phil Lopez, Superintendent of Marine Maintenance
JC Squires, Manager of Business Operations
Ted Stevens, Superintendent, Community Recreation Services
Anna Mendiola, Park Development Officer
Lt. Dan Pratt, Park Rangers
Jason Kintner, Management Assistant
Sandra Gonzalez, Manager of Planning and Development
Robin Black, Executive Assistant to the Director

Guests: Diane Wiley, Partners of Parks
Ceci Julian, Friend of Long Beach
Tim Patton, Assemblymember Bonnie Lowenthal's office

II. APPROVAL OF MINUTES – FEBRUARY 19, 2009

It was moved by Commissioner Saltzgaver and seconded by Commissioner Sangmeister to approve the February 19, 2009 Parks and Recreation Commission minutes. The motion carried unanimously.

III. **COMMISSION ACTION ITEMS**

#09-0301

Recommendation to authorize the Director, or his or her management designee to execute the Personal Services and Instruction Agreements and amend Attachment "A" of the agreements as needed.

It was moved by Commissioner Saltzgaver and seconded by Commissioner George to approve the recommendation. The motion carried unanimously.

Mr. Hester said that the Commission could expect to see a lot more of these. We are encouraging more contract classes for additional revenue.

#09-0302

Recommendation to approve the Cambodian Coordinating Council's request for waiver of facility usage fees for the Cambodian New Year Celebration in El Dorado Regional Park East, Area III.

Commissioner Saltzgaver requested a report on the amount.

Mr. Hester responded that the Cambodian New Year event has been held at El Dorado Park for many years. Historically the Commission has waived their use fees and paid the entry fees. The value of the fee waivers for this event is \$6,050. Staff met with them a number of times and the group is trying to control their costs.

Commissioner Saltzgaver said that there have been issues in the past with traffic and asked how much of their costs they are bearing?

Mr. Hester responded that they are covering all of their costs. The only waiver is on the permit fees.

Commissioner Saltzgaver said he is only concerned about the precedent this would be setting. This group is grandfathered in. He said that he would support it, but any fee waiver in the thousands of dollars needs to be looked at.

Commissioner Sangmeister asked if the group was a not-for-profit.

Mr. Squires responded that it is a non-profit group.

President Satariano asked if there were any problems with the group.

Mr. Hester responded that there have really been not many problems with the event. The group has struggled to pay their bills. They are currently working with the City Attorney's office and are on the payment plan for last year's bills. The good thing is that people are coming through the front gate and paying that fee.

Commissioner Sangmeister confirmed, per the staff report, that the group would submit a check, by April 25, for all the cars that are coming. If they don't pay it, then it would result in the denial of any future event.

It was moved by Commissioner Saltzgaver and seconded by Commissioner Sangmeister to approve the recommendation. The motion carried unanimously.

Mr. Hester suggested that the motion be rescinded and a motion made to incorporate Commissioner Sangmeister's comments, so if there is any misunderstanding it will be noted in the action.

It was moved by Commissioner Saltzgaver and seconded by Commissioner Sangmeister to rescind the motion. The motion carried unanimously.

It was moved by Commissioner Sangmeister and seconded by Commissioner Saltzgaver to approve the recommendation, with the stipulation that the group write a check by 4:00 p.m. on April 25, 2009, for the amount payable to the City of Long Beach, based on the number of vehicles in attendance. Failure to do so may result in the denial of future events. If this occurs, any future fee waiver requests will be denied and all estimated fees must be paid in advance for all future events. The motion carried unanimously.

#09-0303

Recommendation to authorize the Director of Parks, Recreation and Marine to execute a permit for the operation of a picnic service concession with Dupont Sandwiches, Inc., dba Spectacular Catering, for a term of one year expiring on March 18, 2010, with four one-year options for renewal, subject to the discretion of the Director.

It was moved by Vice President Waterfield and seconded by Commissioner Guerra to approve the recommendation. The motion carried unanimously.

Commissioner Guerra asked if the options for renewal would be automatic or do they need to come back every year?

Mr. Squires responded that it is at the discretion of the Director.

#09-0304

Recommendation to approve the placement and installation of a memorial bench at the El Dorado Park West duck pond, on the west side facing the island, in memory of Mairela Thomas.

It was moved by Commissioner Saltzgaver and seconded by Commissioner Sangmeister to approve the recommendation. The motion carried unanimously.

#09-0305

Recommendation to authorize the execution of a Revocable Use Permit with U.S. Golf Little League, Inc., for the use of the upstairs office and reception area on the balcony of the Bruin Den, located at 4900 East 7th Street.

Mr. Hester stated that this is a month-to-month permit with this new organization. They are looking to expand this program nationally and are looking for a home. This will not affect any of our Department's programs or services and we have no conflict with this request. This is a non-profit organization and is consistent with the Department's wish to expand the Junior Golf Program.

President Satariano was concerned that this program would take kids away from the Department's Junior Golf Program.

Mr. Hester responded that this program is similar to our Junior Golf Program and is the next step after our program.

It was moved by Commissioner Saltzgaver and seconded by Commissioner Sangmeister to approve the recommendation. The motion carried unanimously.

President Satariano suggested that a representative of this group come before the Parks and Recreation Commission and do a presentation of their program.

Commissioner Guerra suggested that the new Superintendent of Golf Operations also attend the meeting.

#09-0306

Recommendation to approve the placement and installation of a memorial bench at the end of the Colonnade overlooking the water in front of Naples Island, in memory of Genevieve Grace Owens.

It was moved by Commissioner Sangmeister and seconded by Vice President Waterfield to approve the recommendation. The motion carried unanimously.

President Satariano said that there might be a point in time that the number of memorial benches in a certain geographic area may become an issue. There are a couple of areas now that have several benches.

#09-0307

Recommendation to approve the placement and installation of a memorial bench to the left of the cannon on Valparaiso Plaza Park, at Ocean Blvd. and Junipero Ave., in memory of Gregg Mattson.

Mr. Hester stated that there are no benches in this location.

It was moved by Commissioner Saltzgaver and seconded by Commissioner Sangmeister to approve the recommendation. The motion carried unanimously.

IV. COMMITTEE STATUS REPORTS

A. EXECUTIVE COMMITTEE
President Satariano, Chair

President Satariano stated that they met and spoke about the budget. They also discussed the fact that Homeland MacArthur Park was not completed, so they decided to move the March Parks and Recreation Commission meeting to El Dorado. Perhaps they could meet at MacArthur Park in April and see what is planned.

B. FINANCE AND APPEALS COMMITTEE
President Satariano, Chair

President Satariano said that the Committee met and discussed budget cuts. They also received a draft of the appeal policy.

Mr. Squires stated that he would e-mail the draft appeal process to the full Commission, before the next meeting, so they could review and put it on the agenda for approval in April.

Commissioner Saltzgaver said he had a question about if an appeal automatically goes to the Appeals Committee first. In the draft he saw it would go to the Appeal Committee only if the Parks and Recreation Commission as a whole referred it to that Committee.

Mr. Squires said that in the draft, it gives discretion to the whole Commission to delegate the appeal back to the Finance and Appeals Committee. He was asking for a little direction as to what to take as a first step.

Commissioner Saltzgaver stated that it would be best to get the opinion of the full Commission on the draft.

President Satariano said that he likes that it is vetted in the subcommittee before it goes to the full Commission but agrees with Commissioner Saltzgaver that the full Commission needs to take a look at the draft and agree on the procedure.

Mr. Squires stated that he would e-mail the draft out to the full Commission next week.

President Satariano stated that the financial report was included in the packet.

C. PARK SAFETY COMMITTEE
Commissioner Saltzgaver, Chair

Commissioner Saltzgaver stated that the Committee did not meet. He said we spoke with the Mayor and the Police issue has been resolved.

Lt. Pratt stated that his last day with the Department is April 3rd. It has been a pleasure and he has appreciated the relationship that was established and will miss the job.

Mr. Hester stated that the Department has been fortunate to have two individuals in this position and we have a great relationship with the Police Department due to them.

President Satariano thanked Lt. Pratt for attending the meetings and working with the Department.

D. **MARKETING AND CUSTOMER SERVICE COMMITTEE**
Commissioner Guerra, Chair

Commissioner Guerra said that the Committee met this morning and discussed where the marketing funds were going. They also reviewed where the advertising is taking place.

Mr. Squires said that the Department doesn't have enough money to do TV ads, as they should be done, and will focus on the tri-fold flyers.

E. **CAPITAL IMPROVEMENT AND INFRASTRUCTURE COMMITTEE**
Vice President Waterfield, Chair

Vice President Waterfield stated that the Committee met and were given information on restructuring.

Ms. Mendiola said that the Seaside Park groundbreaking is coming up and the contract for Homeland has been awarded. Next week a Bluff Park erosion meeting and a 7th District skate park project meeting will be held.

Mr. Hester said that he had a meeting yesterday with Development Services/RDA staff to make sure we have enough money to get the projects moving along.

F. **SPECIAL EVENTS AND RECREATION COMMITTEE**
Commissioner Guerra, Chair

Commissioner Guerra said that the Committee did not meet. The meeting date has been rescheduled.

V. **DIRECTOR'S REPORT TO COMMISSION**

A. Recommendation to receive and file the Director's Monthly Highlights Report for February 2009.

President Satariano asked for any comments or questions on the monthly report.

Mr. Hester commented that the cover photos were of the Freeman Center. He said that the Department moved the program over from Orizaba Park to this center. He wanted to let the Commissioners know that it has not increased any costs for the Department and there is a potential for contract classes to be held at this site.

It was moved by Commissioner Saltzgaver and seconded by Commissioner Sangmeister to approve the recommendation. The motion carried unanimously.

VI. CORRESPONDENCE

President Satariano said that there was no correspondence.

VII. UNFINISHED BUSINESS

A. Partners of Parks Report – Diane Wiley

Ms. Wiley said that the Municipal Band Gala was held this last Saturday and they had 498 attendees in the Convention Center in the Grand Ballroom. Everyone really enjoyed the evening and the event was really well put together. She thanked Gladys Kaiser and Laura Spino who worked really hard on putting the whole thing together. The band played, they held a silent auction, and sold tee shirts. They grossed a little over \$47,000 for the evening. She thanked Gazette Newspapers for their support, the law firm of Keesal, Young and Logan for their donation, and Supervisor Knabe for his \$5,000 donation. She said she would have the net profit soon. She said that the Martin Luther King, Jr. soccer field has been completed, courtesy of Home Depot who donated \$10,000. The Blair Field scoreboard has been installed. She said that she would meet with the Mayor and Chief of Staff in a few weeks to discuss fundraising.

VIII NEW BUSINESS

President Satariano said there was no new business.

IX. COMMENTS

A. AUDIENCE

President Satariano asked for comments from the audience.

Mr. Tim Patton introduced himself, from the office of Assemblymember Bonnie Lowenthal. He said he would try and attend these meetings as often as he can.

Mr. Jason Kintner introduced himself as a Management Assistant, working for the Department of Parks, Recreation and Marine. He said that he would be rotating to the City Manager's office in two weeks.

Ms. Julian said that this last summer Long Beach College has been interviewing her for a documentary.

B. STAFF

President Satariano asked for comments from the staff.

Mr. Squires commented that there are difficult times for everyone, but right now, staff in this department is showing remarkable resilience. He explained the weekly meetings with Department management staff and that they have been divided up into ten groups who are going over revenue and budget saving ideas that they have come up with. He is really proud of this group.

Mr. Hester stated that the Department won three awards at the California Park and Recreation Society Annual Conference, for Rotary Centennial Park, the Sea Festival economic impact, and for the Department's media program. He said that Senator Alan Lowenthal also sent recognition to the Department for these awards and also to Harry Saltzgaver, who received the Best Commissioner of the Year award from the California Association of Parks and Recreation Commissioners and Board Members.

C. COMMISSIONERS

President Satariano asked for comments from the Commissioners.

Commissioner Saltzgaver stated that he attended the State Conference in Santa Clara, but that he thought the conference held last year in Long Beach was much better. He said that he made three educational presentations and Mr. Hester made one presentation. He is now treasurer of that board, but this will be his last year, as his term expires this year. He would like someone else from the Commission to serve on the board because it is important to continue.

President Satariano asked if Ms. Gonzalez had any comments.

Ms. Gonzalez said that the Planning and Development Bureau has attended approximately 8 to 12 evening meetings this month and are very busy. They are trying to have the designs all ready for when the stimulus money becomes available.

Commissioner Saltzgaver asked if they had received word as to when the state funds would become unfrozen.

Ms. Mendiola responded that they have not been given a date yet, but have been told they would be reimbursed.

Commissioner Guerra suggested that instead of mailing other commission agendas to the Parks and Recreation Commissioners, it might be a good idea to save money by saving the agendas and minutes and delivering them to the Parks and Recreation Commissioners all at once or even e-mail them.

Commissioner Guerra also asked about the trailers at the ranger station and if they would be better used at some park somewhere?

Mr. Hester responded that recreation staff would be moved into the space in those trailers.

X. NEXT MEETING

President Satariano stated that the next meeting would be held at 9:00 a.m., on Thursday, April 16, 2009, at MacArthur Park (Homeland), in the Community Center, 1321 East Anaheim Street, Long Beach.

Vice President Waterfield requested that the Commissioners get an updated contact list for the Department, since a lot of people have moved around.

XI. ADJOURNMENT

President Satariano adjourned the meeting at 10:30 a.m.

Respectfully submitted,

Robin Black
Executive Assistant to the Director

c: Phil T. Hester, Director of Parks, Recreation and Marine